



**MINUTES OF THE
CITY OF FRONTENAC
WAYS AND MEANS COMMITTEE
TUESDAY, APRIL 14, 2009, 7:00 P.M.**

A. CALL TO ORDER

The April 14, 2009 meeting of the Ways and Means Committee of the City of Frontenac was called to order at 7:02 P.M.

B. ROLL CALL

The following Committee members were present:

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| ✓ Chairman Warren Winer | ✓ John O'Connell |
| ✓ Treasurer Ronald Tennenbaum | ✓ Becky Brown |
| ✓ Alderman Tom Hizar | ✓ Jane Rubin |

Also in attendance were Finance Officer Julie O'Guinn and City Administrator Bob Shelton.

Administrative Clerk Shari Cooper noted that there was a quorum.

C. APPROVAL OF AGENDA:

Chairman Winer requested approval of the April 14, 2009 Agenda.

MOTION: John O'Connell motioned and Becky Brown seconded approval of the agenda. All voting members present voted in the affirmative. **MOTION PASSED.**

D. APPROVAL OF MINUTES:

Chairman Winer requested approval of the March 19, 2009 Regular Meeting Minutes as amended.

MOTION: John O'Connell motioned and Becky Brown seconded approval of the minutes as amended. All voting members present voted in the affirmative. **MOTION PASSED.**

E. PUBLIC FORUM (PRESENTATION OF REMARKS AND/OR PETITIONS):

No comments were made.

F. COMMENTS BY COMMITTEE MEMBERS:

No comments were made.

G. CHAIRMAN'S COMMENTS:

No comments were made.

H. REVIEW OF FINANCIAL REPORTS:

March, 2009:

Chairman Winer expressed that the front end report was easier to read this month and thanked the members and Julie O'Guinn for working on the project to comprise the report. He asked if there was a general consensus on the report's style and if any of the members have any questions or comments. Ms. O'Guinn stated that Mayor Murray would like to see the Fund Balances split out by account for next month. Ms. Rubin commented that the explanation of comments were much clearer and helpful but would like to see a similar breakdown of departmental expenses included on the report. Alderman Hizar added if it was possible to footnote on the variances what the parameters of dollar value and percentage are to warrant a variance.

I. OLD BUSINESS:

❖ 09-10 Budget

❖ Revenue Projections

Ms. O'Guinn reported that the March sales tax revenues were above budget and last year's actual for March, but that we have not yet reached our per capita sharing with St. Louis County. Mr. Shelton explained that regarding our sales tax year-to-date the City didn't hit the maximum to have to share yet but we had at this time last year. Ms. O'Guinn stated that with the sales tax revenues, we will probably hit the per capita and begin sharing next month.

Chairman Winer expressed that we are assuming something a little better when the highway completely opens.

❖ Expense Projections

Mr. Shelton stated that looking at the '08-09 estimated figures compared to what was budgeted, our estimated expenses are below what was budgeted.

Therefore '09-10 budget expenses are below '08-09 budget, but above '08-09 estimated since we have kept expenses below budget. He continued that the increases reflect projects and services important to the residents. He also said the current payroll increases in the draft budget are for step increases and the new stormwater position.

Ms. O'Guinn commented that modifications to the draft budget include a rate hold for dental insurance. She advised that it was too early to advise the cost of health insurance for next year. Mr. Shelton stated that they are continuing to work with SLAIT to receive a three year commitment on health insurance in the 8% range, instead of having an increase of 15%. Ms. O'Guinn advised that the next draft of the budget would include a newly received increase for trash services.

Mr. Shelton stated under capital improvements, that we have applied to East/West Gateway for a grant for the Geyer Road Bridge repair but will need matching funds if awarded.

✦ Salary Increase Survey

Ms. O'Guinn commented that in the review of peer cities there was quite a difference between each of the percentages. They ranged from 0 – 5% with a noted average of approximately 3%. She advised that other cities offer either merit or COLA increases or some combination thereof. She indicated that the past two years City employees have received a 2% COLA increase only.

Ms. Rubin and other board members discussed the review of peer cities. Chairman Winer stated that we should think about the revenue lines and the total revenues have been low both years. He advised that we have been holding off on a higher amount because of the new building decision and we should not be putting the employees at risk because of this decision. Chairman Winer expressed that he would be willing to present to the board a 4% raise for cost of living, even though it is at the higher end with the other peer cities.

Ms. Rubin asked if any employees had left because of money increases. Mr. Shelton responded that only one employee had left Frontenac for higher pay. Chairman Winer stated that the employees have helped to keep expenses down and they have done a great job. Chairman Winer requested that we not put this recommendation off another month.

Chairman Winer requested approval of a recommendation to the Board of Alderman to approve a three and one-half percent raise for the 2009-2010 fiscal year for cost of living.

MOTION: Alderman Tom Hizar motioned and John O'Connell seconded approval of a recommendation to the Board of Aldermen for a three and one-half percent raise for the 2009-2010 fiscal year for cost of living. All voting members present voted in the affirmative. **MOTION PASSED.**

✦ *Incode Software Update*

Ms. O'Guinn commented that Mark Kiehl and Bob Shelton had held a teleconference with the auditors and Incode and plan to provide the committee with a draft outline in May then culminate with a full report in June. She also stated that this schedule was approved by Mr. Mark Kiehl.

J. NEW BUSINESS:

✦ *Property Tax Assessments*

Mr. Shelton stated that they were plugging in new assessed values and formulas at the estimated rates provided by St. Louis County which have to be approved by the Board of Alderman. The rates showed that residential valuations had gone down \$2 million and commercial valuations raised by \$2 million. Ms. O'Guinn stated that we should receive the final assessment figures in July to set the property tax rates for 2009.

✦ *Resignation*

Ms. Becky Brown announced that this was officially her last meeting with the Ways & Means Committee. She gave her resignation to Chairman Winer, and said she appreciated the opportunity to serve the City and work with such a talented group of volunteers.

K. SCHEDULE DATES FOR NEXT MEETINGS:

Tuesday May 12, 2009, 7:00 PM

L. ADJOURNMENT

Chairman Winer requested approval for adjournment of the April 14, 2009 meeting.

MOTION: Jane Rubin motioned and Becky Brown seconded that the meeting be adjourned. All voting members present voted in the affirmative. **MOTION PASSED.**

Meeting adjourned 8:26 P.M.